

OFFICE OR STAFF OFFICE OF THE DIRECTOR				OFFICE CODE A	APPROVAL DATE 12 August 1954	CONTROL NUMBER 728	PAGE 1 OF 1 PAGES		
DELETIONS				ADDITIONS				NEW T/O TOTALS	ORGANIZATION CODE MACHINE RECORDS
ORGANIZATIONAL UNIT AND POSITION TITLE	OCCUPATIONAL CODE AND GRADE	POSITION NUMBER	CD	ORGANIZATIONAL UNIT AND POSITION TITLE	OCCUPATIONAL CODE AND GRADE	POSITION NUMBER	CD		
PLANNING AND COORDINATION STAFF				PLANNING AND COORDINATION STAFF					
Clerk Stenographer				Info Control Clk (Place on T/O after					
25X1A				25X1A					
<p>Reclassification requested by Director, Planning and Coordination Staff under memorandum, dated 11 August 1954. Action does not affect T/O strength.</p>				<p>Dis. 8-13-54</p>					
NEW OFFICE TOTALS									
T/O strength	25X9A2			APPROVAL					
				<p>APPROVED. PLEASE MAKE CHANGES ON OFFICE RECORDS E NEXT PRINTED QUARTERLY MACHINE T/O IS RECEIVED.</p> <p>25X1A9a Chief, Class. &amp; Wage Div.</p>					

~~CONFIDENTIAL~~

11 August 1954

MEMORANDUM FOR: Chief, Classification and Wage Division

SUBJECT: Position Title for Position No. 193.01,  
Office of the Director, Planning and  
Coordination Staff

REFERENCE: T/O Change Authorization, 9 August 1954

25X1A9a

Reference T/O change authorization has been received and  
comparison with the memorandum to the DD/A from Mr. James  
[REDACTED] dated 9 July 1954 shows that reference change authorization  
is correct in all details except the following:

Position No. 193.01 (Occupational Code and Grade  
GS-0312.01 5) should be given the position title "Informa-  
tion Control Clerk" rather than "Clerk Stenographer."

25X1A9a

[REDACTED]

Office of the Director  
Planning and Coordination Staff

Attachment

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